

# 13<sup>TH</sup> DISTRICT AGRICULTURAL ASSOCIATION YUBA-SUTTER FAIRGROUNDS

442 Franklin Avenue, Yuba City, CA 95991

Phone: 530-674-1280 \* Email: [info@ysfair.com](mailto:info@ysfair.com) \* Website: [www.ysfair.com](http://www.ysfair.com)



## BOARD MEETING AGENDA

The Board of Directors of the 13<sup>th</sup> District Agricultural Association will be holding a regular monthly board meeting in the Board Room of the Administration Office Building at the Yuba-Sutter Fairgrounds to consider the attached agenda on the date and time listed below.

**Tuesday, September 16, 2025 @ 5:30 p.m.**

### **BOARD OF DIRECTORS**

Andrew Stresser, *President*

Kulwant Johl, *Vice President*

Karm Bains, *Board Member*

Erin Cucchi, *Board Member*

Jill LeVake, *Board Member*

Jennifer Matteoli, *Board Member*

Alice Munger, *Board Member*

Joe Serger, *Board Member*

### **OUR COMMITMENT TO TRANSPARENCY**

- The regular monthly board meeting is scheduled for the fourth Tuesday of each month at 5:30 p.m. in the board room at the fairgrounds office. *(Dates are subject to change)*
- The public is invited and welcome to attend all noticed meetings. A complete meeting agenda packet will be made available to all public members attending the meetings. Meeting notices and agendas of the 13<sup>th</sup> District Agricultural Association required by the Bagley-Keene Open Meeting Act are accessible on the internet at [www.ysfair.com](http://www.ysfair.com) and are posted at least 10 days prior to the meeting.
- Further information regarding this scheduled meeting of the Board of Directors for the 13<sup>th</sup> District Agricultural Association may be obtained by contacting the Chief Executive Officer at 442 Franklin Avenue, Yuba City, CA 95991 by calling 530-674-1280 or email [ceo@ysfair.com](mailto:ceo@ysfair.com).

### **PUBLIC PARTICIPATION**

- Members of the public may attend the meeting and provide comment at the meeting location noticed above. Any item not so noticed will not be considered or discussed. The Board president reserves the right to limit the time for public comment to a maximum of three (3) minutes per speaker, or less depending on the number of speakers, in order to proceed with the agenda. Public comment must be related to fair authority and jurisdiction.
- The meeting notice and agenda of this meeting, including roll call vote and a list of persons who the Chief Executive Officer notified of this meeting, shall be posted for a minimum of 10 days at the Fair Office and on the fair's website as soon as possible following this meeting. (Gov. Code § 11125.5).



# 13<sup>TH</sup> DISTRICT AGRICULTURAL ASSOCIATION YUBA-SUTTER FAIRGROUNDS

442 Franklin Avenue, Yuba City, CA 95991

Phone: 530-674-1280 \* Email: [info@ysfair.com](mailto:info@ysfair.com) \* Website: [www.ysfair.com](http://www.ysfair.com)

## BOARD MEETING AGENDA

### AMERICANS WITH DISABILITIES ACT

- Pursuant to the American with Disabilities Act, individuals who, because of a disability, need special assistance to attend or participate in any 13<sup>th</sup> District Agricultural Association Board or Committee meeting, or about other Yuba-Sutter Fair activities, may request assistance from the Chief Executive Officer at the fair office, 442 Franklin Avenue, Yuba City, CA or by calling (530) 674-1280. Requests should be made one (1) week in advance whenever possible.

# BOARD MEETING AGENDA



*Any item not so noticed on this agenda will not be considered or discussed.*

1. **CALL TO ORDER:** *President Stresser*

I. All matters listed as "Discussion/Action by Board" on this agenda, may be considered for action as listed. Any item not listed may not be considered at this meeting. Items on this agenda may be considered in any order at the discretion of the President.

2. **PLEDGE OF ALLEGIANCE:**

3. **ROLL CALL:** Directors Present, Directors Excused and declaration of a quorum.

4. **INTRODUCTION OF STAFF AND GUESTS:**

5. **PUBLIC COMMENT:**

I. Public Comment is a right granted to the public and is reserved for items not listed on the agenda. However, no debate by the board shall be permitted on such public comments and no action will be taken on such public comment items at this time, as law requires formal public notice prior to any action on an agenda item. Public participation during the "Public Comment" section will be limited to three (3) minutes per speaker.

6. **CORRESPONDENCE:** *(Informational/Non-Action item)*

7. **CONSENT AGENDA:** *(Discussion/Action by Board)*

I. All matters listed under Consent Calendar are routine and can be enacted in one motion. There will be no separate discussion of these items prior to the time that the Board votes on the motion unless members of the Fair Board, staff or public request specific items to be discussed or removed from the Consent Calendar for individual action.

a. Review & Approval of Meeting Minutes: See Attached

b. Review & Approval of Paid Bills:

c. Review & Approval of Contracts:

i. Interim Rental Agreements:

ii. Standard Agreements: (Includes vendor, exhibit, sponsorship, judging and service agreements)

Motion: \_\_\_\_\_, Second: \_\_\_\_\_, Yes: \_\_\_\_\_, Nay: \_\_\_\_\_ Abstain: \_\_\_\_\_

# BOARD MEETING AGENDA



*Any item not so noticed on this agenda will not be considered or discussed.*

## 8. **COMMITTEE REPORTS:** *(Discussion/Action by Board)*

I. The Board may take approval action on properly noticed committee reports.

The Board may take approval action on properly noticed committee reports.

- a. 2025/26 Committee Member Appointments
- b. Executive Committee: *(Director Stresser, Director Johl & CEO Dillabo)*
- c. Finance Committee: *(Director Stresser, Director Johl & CEO Dillabo)*
  - i. Review & Approval of Current Financial Reports. *(Discussion/Action by Board)*
    - i. Financial Report Summary Report
    - ii. Balance Sheet Report
    - iii. Profit & Loss Report
    - iv. Trial Balance Report

Motion: \_\_\_\_\_, Second: \_\_\_\_\_, Yes: \_\_\_\_\_, Nay: \_\_\_\_\_ Abstain: \_\_\_\_\_

- d. Buildings and Grounds Committee: *(Directors Johl & Serger)*
- e. Entertainment Committee: *(Directors Matteoli & Bains)*
- f. Sponsorship Committee: *(Directors LeVake & Munger)*
- g. Legislative Committee: *(Directors LeVake & Stresser)*
- h. Exhibits Committee: *(Directors Cucchi & Serger)*
- i. Policies & Procedures Committee: *(Directors Cucchi & LeVake)*
- j. Jr. Fair Board Committee: *(Directors Cucchi & Matteoli)*
- k. Concessions & Vendors Committee: *(Directors Matteoli & Stresser)*
- l. Heritage Committee:

Motion: \_\_\_\_\_, Second: \_\_\_\_\_, Yes: \_\_\_\_\_, Nay: \_\_\_\_\_ Abstain: \_\_\_\_\_

## 9. **HERITAGE FOUNDATION REPORT:**

### 10. **CEO REPORT:** *(Discussion/Action by Board)*

- a. Current Operational Report:
  - 1. Fair Office Accounting Computer Program Update: Quickbooks/Point of Sale
- b. Interim Updates:
  - 1. Multiple 2025 Hispanic Events Canceled by Bustos Media. See action Item for corrective policy update.
- c. Facility Updates:
  - 1. Main Exhibit Hall Lawen Area
  - 2. Swine Barn
- d. Fair Industry Updates:
  - 1. AB 258
- e. Annual Fair Report/Updates:

## BOARD MEETING AGENDA

*Any item not so noticed on this agenda will not be considered or discussed.*

11. **OLD & NEW BUSINESS ITEMS:** *(Discussion/Action by Board)*
  - a. Allowance of Independent Exhibitors required by CDFA
  - b. Interim Policy - Date Reservation Fee Policy for events over 1,000 expected attendance. Proposed; \$1,000 Reservation Fee. If event is canceled by promoter the fairgrounds keeps 100% of the reservation fee. If the event occurs, 50% of the reservation fee is refundable.
  - c. Interim Policy – Main Exhibit Building Cleaning/Damage Deposit for music/concert venues. Increase the cleaning/damage deposit for all music/concert venues inside the Main Exhibit Building to \$2,500, which is 100% refundable assuming no damage or clean-up is needed after the event.
  - d. 2026 Fair-time Grandstand Events
  - e. 2026 Fair Days & Hours
  - f. 2026 Fair Special Daily Promotions
  - g. 2026 Fair Heritage Foundation member benefit package policy
  
12. **MATTERS OF INFORMATION:** *(Informational/Non-Action Items)*
  - a. Director's Comments:
  - b. Manager's Comments:
  - c. Next Scheduled Board Meeting: Fair-time Board Meeting – October 28, 2025
  - d. Agenda items to be included on the next scheduled meeting agenda:
  
13. **CLOSED SESSION:**
  - a. Pending Litigation: Pursuant to Gov. Code Section 11126(e)(2), the Board is authorized to meet in Closed Session for the purpose of conferring with and receiving advice from legal counsel regarding pending litigation.
  
14. **OPEN SESSION:** *(Reconvene into Open Session)*
  - a. Disclosure of any action taken place during the Closed Session Meeting
  
15. **ADJOURNMENT**

